

Checklist for assessing the office environment

ADAPTED FROM AMA GUIDE ¹

Exam Room

- Stepstool with handle for exam table access
- Large size gowns
- Large and extra large adult and thigh blood pressure cuffs
- Long vaginal specula
- Wide examination tables, bolted to the floor
- Hydraulic tilt tables, if possible
- Sturdy armless chairs

Waiting Room

- Open arm chairs that can support more than 300 pounds
- Firm sofas that can support more than 300 pounds
- Ensure 6–8 inches of space between chairs
- Weight-sensitive reading materials
- Doors and hallways accommodate large size wheelchairs, walkers, scooters
- Bathrooms with split lavatory seat with handled urine specimen collector
- Bathrooms with properly mounted grab bars and floor-mounted toilets

Scale

- Wide based scale that measures > 350 pounds
- Meets established accuracy requirements
- Accessible for patients with disabilities
- Situated in a physical location that offers privacy and confidentiality
- Wide platform with handles for support during weighing

¹Kushner RF. *Roadmaps for Clinical Practice: Case Studies in Disease Prevention and Health Promotion—Assessment and Management of Adult Obesity: A Primer for Physicians*. Booklet 9: Setting up the Office Environment. Chicago, Ill: American Medical Association; 2003.